



The Jamaican Canadian Association (JCA) is to deliver programs and services, provides a physical hub, and to advocate to improve the well-being and equity of Jamaican, Caribbean & African-Canadian communities within the Greater Toronto Area.

ONTARIO 15010

May 25th, 2017

Dear Member,

As you are aware, our Jamaican Canadian Association (JCA) AGM is scheduled for this coming Sunday May 28th, 2017. The JCA board looks forward to a productive meeting that will provide a comprehensive overview of the last year.

You will receive a copy of the AGM report, and Audited statement that speaks about the successes, as well as some of the financial challenges. Given the number of agenda items, the board will be calling a special membership meeting the week of June 12 for an in-depth discussion on this topic.

This meeting will allow us to provide a historical picture and for you to ask questions. As a result we will limit discussion at the upcoming AGM. Thank you for your cooperation and we look forward to seeing you on Sunday.

Sincerely,

Adaoma Patterson, President - Jamaican Canadian Association

On behalf of the JCA Board of Directors



**Jamaican Canadian Association
Annual General Meeting
May 28, 2017**

AGENDA

Light Refreshments and Meet the Candidates 12:00 p.m. – 2:00 p.m.

Annual General Meeting 2:00 p.m. – 5:30 p.m.

1. **Call to Order**
2. **Welcome & Prayer**
3. **Bereavement / Illnesses / Observances**
4. Pam Reynolds, Membership Chair
5. **Approval of Agenda**
6. **Review of Previous 2016 AGM Minutes**
7. **Corrections / Matters Arising / Adoption**
8. **Announcements**
9. **Motions**
 - a. That Andrea Benaim CPA CA be appointed as the Auditor for the 2016/2017 JCA audit.
 - b. That the Constitutional Committee's recommended changes to the 2014 version of the JCA Constitution Committee be adopted.
 - ✓ c. Effective May 2017: In instances where there is only one candidate running for a position, the nominations committee must include an abstain option on the ballot. The candidate must receive majority votes of 51% to be elected into the position.
 - d. That effective June 1, 2017, the current membership fee structure be revised to eliminate a two tier membership fee. Fees will be as follows:
Adult \$30.00
Family \$50.00
Seniors \$15.00
Youth/Student \$15.00
10. **Officers' Reports**
 - Adaoma Patterson, President ✓
 - Leo Campbell, Vice President ✓
 - Alton Brooks, Director of Communications ✓
 - Yolande Davidson, Director At Large
 - Michelle McKenzie-Dolly, Director at Large
11. **Nomination Committee Report & Election**
12. **Auditor's Report – Andrea Benaim CPA, CA**



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13. **Treasurer Report – Glenroy Williams**
14. **Membership Committee Report**
 - Pam Reynolds, Membership Chair
15. **Building Committee Report**
 - Owen Dunbar, Building Chair
16. **Women's Committee Report**
 - Radhika Garnett
17. **CAFCAN Report**
 - Kemi Jacobs, CAFCAN Chair
18. **Presentation - Toronto Police Services Black Community Consultative Committee**
Chris Campbell & Cheryl Ann Ewan
19. **Awards & Recognition – Hyacinth Wilson & Barbara Thomas, Awards Co-Chairs**
20. **Presentation of 2017 – 2018 Board and Committee Chairs**
21. **Adjournment**

**Members are invited to the
Friends of the JCA Fish Fry in Hall 2 immediately following the AGM.
Cost: \$20**



**Minutes of the Jamaican Canadian Association
Annual General Meeting
May 29, 2016**

Call to Order

Introduction of JCA Board of Directors 2015-2016:

1. Maureen Ennis, Interim President
2. Leo Campbell, Interim Vice President
3. Tanya Chin, Executive Secretary
4. Cheryl Ewan, Director of Fundraising
5. Alton Brooks, Director of Communications
6. Chris Campbell, Director at Large

Introduction of CAFCAN Board of Directors 2015-2016:

1. Kemi Jacobs – Chair
2. Maureen Henry – Inter-Vice Chair
3. Diane Davy - Treasurer
4. Sara Ghebremusse – Secretary
5. Warrem Clarke - Director At Large
6. Shadya Yasin – Director At Large
7. Ajiroba Oladipupo Daniel – Director At Large

Foundation – Kamala Jean Gopie

- Past President - Herman Stewart**
- Roy Williams
 - Maih Bailey
 - Valerie Steele
 - Audrey Campbell

Opening Prayer – Kingsley Gilliam

Welcome to New Members

Elkana Clarke; Seconded by Kamala Jean Gopie. All in favour. None opposed. No abstentions or objections. Approved.

Approval of Agenda

- Kingsley Gilliam – requested materials for meetings distributed prior to the meeting
- Sandra Whiting – add Leo Campbell, Joycelyn De Souza and Eunice Graham to the AGM Booklet as Patrons; add Brand EQ as Sponsor
- Nominations Committee Announcement – Members who cannot remain until the designated voting time can cast their ballots early and place them in the ballot box being held by the nominations committee member by the new members table.

Motion moved by Roy Williams to adopt the Minutes of May 29, 2015; Seconded by Sandra Whiting. All in favour. None opposed. No abstentions or objections. Motion carried.

Interim President's Report:

- Thanks to JCA Board, Grace Williams
- Acknowledge Chair of Building Committee, Owen Dunbar and Vilma Garnett SMTP Coordinator
- Adopted new strategic vision
- With strong advocacy and support we can move the senior's programs forward
- Board united to bring organization to greater heights.

Motion moved by Pam Powell for Acceptance of President Report based on discussions. Seconded by Edna Smith-Bowes. All in favour. No objections or abstentions. Motion carried.

Discussion:

- Alton Telfor – Trustee Report was placed in mailbox of interim Vice President, why is it not included?
- Executive Secretary and Interim President did not receive it.

ACTION ITEM: Include Trustee Report in AGM Meeting materials.

Interim Vice President's Report:

- Theme of our mission highlighted: Provide a physical hub; deliver quality programs, services and activities; advocate to improve the well-being and equity of our community;
- Organized Community Response to Dominica when they suffered hurricane;
- Thanks to Dr. Sylvanus Thompson for taking the lead in organizing relief concert;
- In the process of planning Independence Celebration: September 6, 2016;
- The board approved a Social Justice Advisory Committee;
- Hosted an All Committees Meeting;
- Thanks and acknowledgement to Committee Chairs and Board of Directors;

Motion moved by Leo Campbell for acceptance of Interim Vice President Report. Seconded by Audrey Walters. All in favour. No objections or abstentions. Motion carried.

Discussion:

- Membership wants advocacy to be a major focus

Director of Communication Report:

- Seeking volunteers;
- Direct donations will be able to be made online on the JCA website;
- There is a need to fund major positions: marketing; administration; fundraising
- Want JCA to be a revenue generator;
- Thanks to people who have assisted him over the year;
- Need assistance with the website, communication.

Motion moved by Alton Brooks for Acceptance of Director of Communication Report based on discussions. Seconded by Sandra Whiting. All in favour. No objections or abstentions. Motion carried.

Discussion:

- Kamala Jean Gopie – congratulations on weekly updates to membership
- Alton Telfor – need a committee to create plan for utilization of the building

Director of Fundraising Report:

- Thanks to Sandra Whiting, Audrey Campbell, Raphaelita Walker, Nicole Harriott, Caribbean Canadian Seniors

Motion moved by Cheryl Ann Ewan for Acceptance of Director of Fundraising Report based on discussions. Seconded by Edna Smith-Bowes. All in favour. Two objections or abstentions. Motion carried.

Discussion:

- Kingsley Gilliam wants the Director at Large to give account of role

Director at Large Report:

- Primary role was in operations: between volunteer coordinator and membership chair;
- Working on former Kwik Kopy space to convert into membership lounge;
- Encouraging support for the gala committee;
- Wants to promote youth in the construction industry. Actively seeking youth who are interested in getting on the Metrolinx Eglinton Cross Town LRT construction

Motion to accept report moved by Chris Campbell, Director at Large Report based on discussions. Seconded by Sandra Whiting. All in favour. No objections or abstentions. Motion carried.

ANNOUNCEMENT: Joycelyn De Souza resigned from the Board on May 9, 2016. Roy Williams resigned from the Board on May 20, 2016.

Discussion:

- Herman Stewart – statement shows JCA owes \$244,000.

Motion moved by Maureen Henry for Acceptance of Financial Report based on discussions. Seconded by Herman Stewart. All in favour. No objections. One abstention. Motion carried.

- Michael Evans, Auditor
 - Issued Report – no concerns

Motion moved by Roy Williams for Acceptance of Auditor's Report. Seconded by Vilma Garnett. All in favour. No objections. One abstention. Motion carried.

1. *Nomination's Committee Report and Election of Officers and Directors*

Motion moved by Danavan Samuels to require a 70% majority vote from membership for a candidate to be elected into the position as per section 10.12 of the Constitution. All in favour. No objections or abstentions. Motion carried.

Motion moved by Danavan Samuels for Acceptance of Nomination Committee's Report. Seconded by Herman Stewart. All in favour. Three against. No objections or abstentions. Motion carried.

- Explanation of election process;
- Call for the appointment of scrutineers:
 - Alton Telfor
 - Dwight Gordon
- Positions available for election:
 - President
 - Adaoma Patterson
 - Active JCA member for 15 years
 - Experienced, understands history of the JCA and can bring partners to the JCA
 - Four commitments:
 - Launch a raffle;
 - Create a special fundraising committee to address the building;
 - Pilot a membership benefit
 - Launch JCA legacy project – to document membership and JCA history.
 - Maureen Ennis
 - Building on our legacy being rooted in our past while growing in the future
 - Wants to expand membership base
 - Wants to increase social and cultural engagement
 - Short/long term income generation plan
 - Applied for over \$60k government funding
 - Planned to start a lottery 6 months ago and Herman Stewart agreed to assist
 - Negotiated CAFCAN rent and have an agreement in principle
 - Has 90-day plan to bring in \$60k
 - Vice President
 - One candidate – Leo Campbell
 - Remain accountable – build on our future
 - Increase membership
 - Support income generation

- Strengthen JCA brand
- Board alignment and cohesiveness
- Youth is a priority – establish a youth affairs committee
- Treasurer
 - One candidate - Glenroy Williams
 - Committed to the position and to deal with the problems
 - joined the JCA in 2011 – aware of where the problems are
- Director of Fundraising
 - One candidate - Kerry-Anne Thomas
 - See presence in black businesses and the government
 - Support black businesses – become economically sound
 - Discover new fundraising methods and explore old ones
- Executive Secretary
 - One candidate – Renea Douglas
 - Been actively involved in the JCA
 - Working as an administrator presently
 - Background in project management
- Director at Large – 2 candidates
 - Princess Boucher
 - Founder and president of Princess Promotion Enterprise
 - Share pride, passion, and love for the JCA
 - Committed to engaging the diaspora socially and economically
 - Event planner – positive change, open communication, membership building
- Director at Large
 - Yolande Davidson
 - Ready, motivated, and able to advance vision and goals of the JCA
 - Experienced public policy advisor – enhancing strategic plan
 - Increase public profile – action plan for targeted strategic communications
 - Improve political and social profile

Discussion:

- Request to distribute candidate information in advance of election

Acknowledgement of donation from Domino Club in the amount of \$1000.00

2. Building Report, Co-chair Leon Sutherland

- Renovations on membership lounge began in February 2016
- There is a quote for roof repairs
- Clean-up day: June 18, 2016

Motion moved by Leon Sutherland for Acceptance of Building Report. Seconded by Kamala Jean Gopie. All in favour. No objections or abstentions. Motion carried.

Discussion:

- Crown roofing was available to give a quote as work was needed right away
- Infrastructure grant application was submitted in February 2016; expect reply in the upcoming weeks
- Can the membership be asked to match government grants?

Ismay Murray – Caribbean Canadian Seniors

- Interim president working on obtaining funding
- Seniors do their own fundraising
- **Seniors Presented \$2000.00 to JCA**

3. *CAFCAN Report – Kemi Jacobs, Chair*

- Intentional work between boards to build mutual respect and work together
- Supportive of JCA
- Received charitable status therefore can receive funds from funders
- Need for clarity regarding expenses between organizations
- CAFCAN currently covers most of JCA's costs
- Commits to pay more in the future as they pay less than market rate for rent
- Committed to staff to address wage increase in the future
- Committed to meet in mid-June to discuss full separation while supportive
- CAFCAN board does not get involved in operations
- Award given to JCA in recognition of 54 years of outstanding service to the Jamaican, Caribbean and African Communities and for continually advocating for social justice and equity
- Award given to the Transition team for strong leadership during time of change at the JCA.

Everton Gordon – Interim CEO and ED CAFCAN

- Expansion of employment program
- Partners in "Project Turnaround" anti-gang initiative
- Seeking funding from the City of Toronto for senior's program
- Looking at future services that will assist in the future

Discussion:

- CAFCAN website indicates membership criteria and information
- New Horizons seniors grant was not accepted this fiscal year and therefore there isn't money for the seniors

4. *Transition Team Report – Adaoma Patterson*

- Makes sense to move recommendations forward slowly

- Have to elect Trustees pursuant to the bylaws – next year must have an election
- Have to revisit committees, their structures, and their voice
- Fundraising committee should be reinstated immediately together with sub-committee

Motion moved by Adaoma Patterson for Acceptance of Transition Team Report and Recommendations. Deferred to August membership meeting.

ACTION ITEM: Report to be sent out by mail and e-mail for review by the membership.

5. Motions

- Kingsley Gilliam withdrawing motion requiring CAFCAN members to become JCA members.

ACTION ITEM: CAFCAN Board to relay info on how to join and Board with distribute it.

Motion moved by Herman Stewart to amend the Constitution to define the Immediate Past present, to wit: Be it resolved that article 6.6 be amended to add the last sentence “provided he/she has served at least one full term.” Seconded by Kamala Jean Gopie. All in favour. No objections or abstentions. Motion carried.

Motion moved by Herman Stewart to abolish the position of CEO/Interim CEO: whereas there is no provision in the Constitution for the position of CEO and whereas the transition of social services from JCA is now completed. Seconded by Kingsley Gilliam. One opposed. Five abstained. Motion carried.

Discussion:

- CAFCAN/JCA split CEO 85/15
- CAFCAN says: only salaries shared are reception, finance, and admin. All other salaries covered 100% by CAFCAN.
- Adaoma: propose to defer and put to operational/transition team for discussion.
- Interim President indicated CEO has significant tasks to complete for JCA; is under performance management
- Interim President wants to defer the motion until new board has been established and has carriage of responsibilities.
- Herman Stewart – membership wants manager, not CEO

Motion moved by Herman Stewart to amend signing officers to wit, be it resolved that an employee, appointed by the board, may sign cheques not exceeding \$1000.00. Seconded by Kingsley Gilliam. No objections. 7 abstentions. Motion carried.

Scrutineers Alton Telfor and Dwight Gordon indicated they oversaw the ballot counting and ensured it was done correctly.

Election Results

JCA Director at Large – Yoland Davidson
Director of Fundraising – Kerry-Ann Thomas
Executive Secretary – Renea Douglas
Treasurer – Glenroy Williams
Vice President – Leo Campbell
President – Adaoma Patterson

Motion moved by Herman Stewart to destroy all ballots. Seconded by Sandra Whiting. No objections or abstentions. Motion carried.

With no further business to discuss, a motion to adjourn the meeting was made, seconded, and carried at 7:19 pm.